



DEFENSE MAPPING AGENCY
BUILDING 56, U.S. NAVAL OBSERVATORY
WASHINGTON, D.C. 20305

DMAINST 8052.3
PPS

12 December 1972

DMA INSTRUCTION 8052.3

SUBJECT: DoD MC&G Support of NASA

REF: a. Public Law 85-568, National Aeronautics and Space Act 1958.
b. DoD Directive 5030.18, ~~Department of Defense Support of National Aeronautics and Space Administration (NASA)~~, ~~25 August 1966~~.
c. Agreement between the DoD and NASA concerning cartographic support of NASA by DoD, dated October 1972.
d. DMA Instruction 8050.2, MC&G Reimbursable Projects (to be issued).

1. Purpose. This instruction establishes the relationship between, and responsibilities of, Headquarters DMA and each of the DMA Production Centers in the management of the Department of Defense (DoD) MC&G support of NASA's programs.

2. Cancellation. This instruction replaces DIA Instruction 70-38, 23 December 1966, which should be held until cancelled by DIA.

3. Scope.

a. This instruction applies to all Components of DMA which provide MC&G products or services for NASA in the form of operational, maintenance, procurement, and research and development programs.

b. This instruction does not apply to the DoD Geodetic Satellite and National Geodetic Satellite Programs.

4. Definitions.

a. MC&G products, as used in this instruction, are any cartographic, topographic, hydrographic, or geodetic products and related data furnished by DoD to NASA. This includes, but is not limited to, maps, charts, photo mosaics, and related networks of geodetic control.

b. MC&G services, as used in this instruction, are those DoD services for NASA which involve research and development, acquisition, validation, and dissemination of data used in the production of MC&G products. These services include preparation of reports, technical studies, graphics, and photographic imagery for NASA.

5. Responsibilities.

a. Headquarters DMA:

(1) The Programs, Production and Operations Directorate (DMA/PPO) will be the DoD representative to NASA on all matters concerning policy and the allocation or proposed allocation of MC&G resources. DMA/PPO will:

(a) Establish DoD policies and programs, as required, to support NASA's MC&G requirements, make appropriate assignments to the DMA Production Centers, and coordinate DoD MC&G activities.

(b) Include in the annual planning and programming guidance a level of effort and program objectives for NASA MC&G support for each DMA Production Center. The submission of this document is normally during the January/February time period.

(c) Determine normally 15 April of each year those items to be produced by DMA Production Centers during the next fiscal year and forward a listing to those Centers, along with task guidance for planning purposes (to the extent possible) for five succeeding years.

(d) Request the Centers to provide within 30 days (normally by 15 May) estimates of cost, manpower required, completion schedules, and a statement of capability relative to task accomplishment.

(e) Furnish to NASA estimates of program cost not later than 30 days prior to the beginning of the fiscal year.

(f) Notify the concerned Production Centers (upon receipt of NASA's approved FY program) of the approved program and take the necessary action to increase and/or decrease NASA resources in accordance with the level of work assigned to each Production Center.

(g) Prepare the DMA reports for submission to the Director of Defense Research and Engineering, in accordance with RCS: DD-DR&E (SA) 742, DoD Support of NASA.

(h) Coordinate all matters pertaining to the allocation and utilization of DMA manpower and dollar resources in support of NASA with the DMA Comptroller (CM).

(i) Coordinate all technical matters pertaining to research and development efforts in support of NASA with DMA/PRT.

(2) DMA/Comptroller (CM) will provide DMA/PPO with the ~~cost data~~ for use as a basis for inclusion in the DMA report to the Director of Defense Research and Engineering, "DoD ~~Support~~ of National Aeronautics and Space Administration (NASA), RCS: DD-DR&E (SA) 742." These cost data will be submitted ~~semiannually~~ as of the end of June and December, due in DMA/PPO by the first working day of August and February.

b. DMA Production Centers will:

(1) Produce MC&G products and perform services for NASA in accordance with assigned programs and with minimal impact on DoD MC&G programs and will keep DMA/PPO periodically informed concerning these activities.

(2) Be responsible for carrying out the following actions in an efficient and timely manner:

(a) Determine appropriate reimbursement levels for proposed or projected NASA MC&G programs.

(b) Maintain capabilities to provide NASA support on the basis of the fiscal year program as approved by DMA/PPO.

(c) Implement policies, plans, and directives for providing products and services as authorized by DMA/PPO.

(d) Deliver to NASA those MC&G products and services completed in accordance with authorized programs and maintain an inventory of completed projects and reproduction materials.

(e) Accomplish budgeting, programming, reporting, and accounting functions in support of authorized projects and tasks. (When acceptance of a reimbursable order exceeds approved reimbursable funding authority, the responsible DMA Center will expedite a request for increased funding through appropriate Comptroller channels.)

(f) Schedule MC&G support work and include it in the monthly Progress Report to NASA with copies to DMA/PPO and other Production Centers as appropriate.

(g) Respond to NASA emergency requests for additions or modifications to space flight support products or data, subject to verbal approval of the responsible NASA official. (In the event that personnel are not available to obtain the necessary verbal approvals, this work will be initiated and the Production Center involved will provide the responsible NASA office within 24 hours a preliminary estimated cost of the addition or modification.)

(h) Avoid production effort beyond the minimum statement of work, even though a Contract (NASA/DoD Purchase Request) has provided funds proven to be in excess of those predicted by the original project estimate.

(i) Not accept work exceeding the specified funding for participation in NASA Study Groups, working groups, groups guided by principal investigators, special projects, etc., unless authorized by NASA and DMA/PPO.

(j) Provide directly to NASA such status and cost information pertaining to assigned tasks as specifically requested by NASA and periodically as required by the "Statement of Work" which is a part of the NASA Form 523, "NASA-Defense Purchase Request." Information copies (including status and cost data) will be provided DMA/PPO.

(k) Immediately advise NASA of anticipated or encountered delays or cost overrun in accomplishing assigned tasks, in accordance with an established completion date. Provide NASA with full particulars and explanatory correspondence follow-up. Information copies will be furnished to DMA/PPO as applicable.

(l) Maintain minimum essential staffing and overhead costs in recognition of the more changeable project levels.

(m) Keep travel fund expenditures at the lowest possible level consistent with meeting NASA stated requirements.

(n) Prepare and submit to DMA/PPO proposals for new work.

(o) Promptly refer to DMA/PPO any correspondence or inquiries from NASA that may involve general policy, cooperation of other Government agencies, allocation of DoD resources, expenditure of NASA funds, or a change in NASA's requirements for MC&G support.

(p) Prepare contingency plans for implementation to utilize manpower scheduled for NASA work in the event of NASA mission failures or to provide additional support for exploitation of unscheduled sources of materials.

(q) Establish and maintain appropriate contracts and management arrangements with other DoD components, NASA, civil agencies, and commercial organizations.

(3) Provide DMA/PPO narrative data and to DMA/Comptroller cost data on their programs for use as a basis for the DMA report required by

reference b. These data will be submitted semiannually on or before the ~~first working day of August and February of each year.~~

6. General.

a. The Production Centers may contact NASA directly for details relative to assigned tasks.

b. A free exchange of information, related to assigned tasks, among elements of NASA, DMA, the Production Centers and other appropriate agencies is encouraged.

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